

# NOTICE

Security and Safeguards Division

09/03/2002

Notice No. 0097

## Classified Matter Protection and Control: Clarified Requirements for Access to Sigma Matter

**Background / Scope** This Notice is issued to clarify the requirements contained in Classified Security LIR (LIR 406-00-02) [Attachment 1, “General Requirements for Classified Matter Protection and Control”](#) concerning access to Sigma matter.

The requirements for hosts to determine if a worker is approved for access to Sigma data have been clarified to differentiate between different Sigma categories. The revised statements more clearly represent the requirements that shall be implemented to protect Sigma matter.

**Guidance Note:** The changes to the Sigma requirements for hosts are only a clarification. This Notice does not introduce any new requirements and does not increase the rigor or burden of the requirement as published in the original LIR attachment. This Notice does not affect the general requirements for Sigma access, as stated in Classified Security LIR [Attachment 1](#) section 3.2.2. Additionally, the requirements for visitors to access Sigma information as stated in Classified Security LIR [Attachment 14, “Incoming Classified Visits”](#) are not affected by this Notice.

### Definitions

**Sigma matter**—Any type of classified matter that has been determined to fall within at least one of the Sigma categories. Classified Security LIR (LIR 406-00-02) [Attachment 1, “General Requirements for Classified Matter Protection and Control”](#)

## General Requirements

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In section 3.1 Classified Security LIR [Attachment 1, “General Requirements for Classified Matter Protection and Control”](#) the final bulleted requirement (and attached guidance note) in the block assigned to “Hosts of Classified Meetings” (p. 10) **shall be removed**:

- Verify SIGMA authorizations of LANL personnel attending meetings to discuss SIGMA information. **Guidance Note:** Hosts of classified meetings involving LANL personnel can verify the SIGMA authorization using the LANL Enterprise System (EIS). LANL workers who have "A" level access to the EIS Hosts should download software QWS3270 (labeled CIC-6) from EDS and load it onto their computer. Once the program is loaded, the host should log onto EIS, access the SAQZM screen and type in the attendees "Z" number. This will cause a window to be displayed that will reflect the attendee's SIGMA authorizations. Alternatively, hosts may request that attendees provide a signed copy (from his or her group leader) of the EIS computer printout reflecting SIGMA authorization.

The following two requirements shall be appended to the end of the “Hosts of Classified Meetings” block in place of the removed requirement:

- Verify required access authorization (Q-clearance) and need-to-know of participants attending meetings involving SRD Sigma 1-13 information. **Guidance Note:** Need to know determination may be based on information from the SRLM, the Signature Authority System, and/or knowledge of the participants' current relationships, tasks, duties, assignments). See section 3.2.2 of Classified Security LIR [Attachment 1, “General Requirements for Classified Matter Protection and Control”](#) for more information about need-to-know.
- Restrict access to and distribution of Sigma 14 and 15 matter to those persons with authorized Sigma access, a need-to-know and a DOE Q clearance or its equivalent.

## References

DOE Order 470.1 Chg 1, *Safeguards and Security Program*, 9/28/95,  
<http://directives.doe.gov/pdfs/doe/doetext/restrict/neword/471/m4712-lc.pdf>  
DOE Order 471.2A, *Information Security Program*, 3/27/97,  
<http://directives.doe.gov/pdfs/doe/doetext/restrict/neword/471/o4712a.pdf>  
“Protection and Control of Sigma 14 and 15 Weapon Data Security Plan,” 4/30/98,  
[http://int.lanl.gov/security/documents/sigma14\\_15.shtml](http://int.lanl.gov/security/documents/sigma14_15.shtml)  
Sigma category definitions, <http://int.lanl.gov/security/classification/sigmas.shtml>

## Questions?

Please address questions regarding Sigma requirements to Collis Woods (5-7234) in the Security Support Group (S-5).

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*The OIC for this notice is S-5, Security Support and the responsible division director is S-DO. This notice will remain in effect until the clarified requirements are introduced into **Classified Security LIR Attachment 1, “General Requirements for Classified Matter Protection and Control.”***